



**County of Door**  
**DEPARTMENT OF SOCIAL SERVICES**

County Government Center  
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**Social Services Committee Meeting**  
**March 10, 2010**

**1. Call to Order:** Chair Mark Moeller called the March 10, 2010 meeting of the Social Services Committee to order at 1:02 p.m. Committee members present were Joel Gunnlaugsson, Ben Meyer, and Charles Brann. Department staff present were Roger Tepe, Bev Knutson, Doreen Weyenberg, Kay Englebert, Joanne Ator and Michael VanEss. Committee member, Marc Savard, was absent / not excused from the meeting.

**2. Establish a Quorum:** Enough committee members were in attendance to establish a quorum (4 out of 5 members were present).

**3. Approve Agenda:** Motion by Ben Meyer, second by Charles Brann to adopt the agenda as posted. Motion carried.

**4. Public Participation / Supervisor Response:** There was no public participation.

**5. Review and Approve Minutes of Social Services Committee Meeting.** Motion by Ben Meyer, seconded by Joel Gunnlaugsson to approve the minutes of the February 10, 2010 meeting of the Social Services Committee. The motion carried unanimously.

**6. Review and Approve Vouchers to be paid in March 2010.** Upon review and discussion, motion by Ben Meyer, second by Joel Gunnlaugsson to approve the vouchers as submitted and detailed below:

**Social Services**

Total Social Services expenditures submitted for approval \$ 115,883.10

**Senior Resource Center**

Total Senior Resource Center expenditures submitted for approval \$ 13,020.90

**Total Expenditures for approval** **\$ 128,904.00**

The motion carried unanimously.

Kay Englebert shared information pertaining to budget transfers. Four State programs were adjusted due to additional funding from the State and various Department expenses were reallocated to balance out 2009. Kay did mention that after close out of 2009, funds would be returned to the General Fund. No action was taken.

## **7. Recurring Reports, Informational Only.**

### **ADRC/Family Care:**

ADRC – Roger Tepe reported to the Committee members that Kewanee County has decided to partner with Manitowoc County. Joe Krebsbach, Director of Community Programs, Cindy Zellner-Ehlers, Community Programs, Bev Knutson, and Roger will meet and begin planning for a Door County only ADRC.

Family Care – On March 22<sup>nd</sup>, a meeting is planned for the Directors and Supervisors. Rolf Hanson should be nearly at full time status by then; and he has moved into his new office at NWTC in Green Bay. They are in the process of hiring an administrative assistant. The district is currently looking for a volunteer to chair the Steering Committee. Mr. Hanson has met with most of the Directors in the seven (7) county district; and he will soon be contacting Directors and Board Members by email regarding Stake Holder forums / education.

**5311 Transportation Funding:** Roger discussed how the 5311, 85.20, and 85.21 Transportation programs would be used to fund the Shared Ride Taxi program. The Department of Transportation (DOT) and Grant Thomas, Corporation Counsel, are in the process of reviewing the Request for Proposal; and the details are being worked out. The next steps would be to issue the RFP to potential bidders and award the contract sometime in May of 2010. A proposed name for the Shared Ride Taxi program is DART – Door Area Rural Transit (though that isn't finalized yet).

The committee took no action.

## **8. Supervisor's Reports, Program Units, Informational Only.**

**Administrative Services.** Kay Englebert stated she is working on closing out 2009.

**Adult Protective Services Program.** Bev Knutson commented that safety issues for Social Workers are always a concern when it comes to Adult Protective Services. She is working with the Interdisciplinary Team to sponsor a training session with an expert on worker safety in APS.

Bev also commented on a complicated case that was referred to Adult Protective Services that required the assistance of Corporation Counsel and other agencies.

**Aging Unit / Senior Resource Center.** In February, AARP assisted 76 seniors with preparation of their tax returns. On March 13<sup>th</sup> the Steamboat Dinner will take place. A total of 197 tickets were donated, with 50 dinners being delivered between Egg Harbor and Southern Door and 25 dinners being delivered in Sister Bay. Bev indicated that there is a need for volunteer drivers for the Meals on Wheels program. GWAAR is offering a \$5,000.00 grant for Caregiver Coalition Outreach.

**Child and Family Services.** Dori Weyenberg updated the Committee members on the number of children / juveniles in placement. She also shared some 2009 year end statistics with the Committee members.

**Economic Support.** Joanne Ator reported that December, 2009 and January 2010 were very busy. Her unit took in 64 new applications in the month of February, 2010. Currently

there are 2,259 adults and 1,885 children receiving FoodShare and / or Medical Assistance. There is an increase in FoodShare requests.

The waiting list for housing assistance has increased to a 9-10 month wait, where in years past it was only a 2-3 month wait. The rental assistance through Lakeshore CAP is at a slow start as well.

**Long Term Care.** Mike VanEss commented on a compromise that was worked out with a CBRF that had issues with the rates that the County wanted charged versus the facility's rates. Mike was happy to report that all six (6) clients will be able to remain at this facility. The State has funds available to apply to high cost projects and Mike's unit has received approval on a ramp project for one of our clients. There are three (3) other high costs projects pending review. Mike also indicated that there are 28 clients on the waiting list and his unit is currently working on offering services to five (5) of them.

The committee took no action on informational items presented.

**9. Information: Director's Report.** Roger informed the Committee members that the Annual Report, including the "White Paper", will be part of their County Board materials for the next meeting. The draft of the Capital Improvements Plan (CIP) is due March 26<sup>th</sup> to Michael Serpe, County Administrator, and will be presented to them for approval at an upcoming County Board meeting. The draft will outline the functions (what will happen inside) of the proposed new Senior Resource Center.

The committee took no action.

A small discussion took place as to whether or not an April Social Services Committee meeting would be taking place. A motion was made by Charles Brann that in the event an April Social Services Committee meeting did not take place, that authorization was given to the Committee Chair to sign vouchers to be paid in April, 2010 on behalf of the Committee, with a full review of those vouchers at the regular May, 2010 meeting. Joel Gunnlaugsson seconded the motion, the motion carried unanimously

**10. Set Next Meeting Date:** The committee tentatively set its next monthly meeting for 1:00 p.m., Wednesday, April 14, 2010 at the Government Center in the Chambers Room.

**11. Adjournment:** Motion by Ben Meyer, second by Joel Gunnlaugsson to adjourn the meeting at 2:31 p.m., Motion carried.

Respectfully Submitted,

Christine Coulthurst  
Recording Secretary

APPROVED BY:

